



DEVELOPMENT SERVICES DEPARTMENT

Building (954-797-1111)

Engineering (954-797-1113)

Planning & Zoning (954-797-1103)

TOWN OF DAVIE 6591 ORANGE DRIVE, DAVIE, FLORIDA 33314-3399 (954) 797-1000

COMMERCIAL ADDITION

Required

_____ Property tax folio number (On Tax Notice Or Receipt)

_____ Proof Of Ownership (Deed Or Current Tax Bill)

Zoning (May require site plan review, consult with a planner)
(2 Original Sealed Surveys no older than 2 years)
Plot Plan (showing all intended setbacks from property lines and other existing structures)
Surveys must show all easements and encumbrances

_____ **Landscape** (Can Be Incorporated On The Plot Plan) Signed and sealed by a landscape architect.)

_____ **Structural** (Truss plans\Shop Drawings (2 Complete sets, signed and sealed by eng., reviewed and signed by arch\Eng. of record)
(Product Approvals 2 complete sets, reviewed and signed by Arch\eng of record.)
(Complete HVHZ Roofing application with notarized signature of contractor.)
(Letters of retention from insp. Firm that will be inspecting Eng. Unit Masonry and providing supervision of truss placement.)
(Soil Compaction Letter) Including bearing capacity
(2 complete sets, sealed by architect/ engineer)
Product approval/truss/shopdrawings/roofing applications maybe submitted at a later date, however this will result in an additional fee

_____ **Electrical** (2 Complete Sets)

_____ **Plumbing** (2 Complete Sets)

_____ **Mechanical** (2 Complete Sets)

_____ **Mechanical** (Energy Calculations & Energy Guide Form Supplied By Architect/Engineer)

_____ Drainage district: (Stamped On Surveys Or Plans)

Central Broward water control district

South Broward drainage district approval (if structure is in easement)

Tindall hammock approval

_____ BRWD COUNTY DEPARTMENT OF NATURAL RESOURCE PROTECTION APPROVAL
(Stamped On Each Set Of Plans *Bring In All Forms They Return)

_____ BROWARD COUNTY HEALTH DEPARTMENT APPROVAL - If Sewage And Water Usage Is With
Septic Tanks Or Wells (Stamped On Each Set Of Plans * Bring In All Forms They Return)

_____ Road paving fee or contribution agreement (Town Of Davie Engineering Dept.)

_____ Utility service agreement (Town Of Davie Utilities If In Town Of Davie Service Area)

_____ Completed building permit application - Please Note Plbg, Elect, Mech, Swim
Pool Are Separate Applications.

_____ Notarized signature on application

_____ Contractors - A Copy Of All Applicable Licenses (Competency & Occupation And
Copies Of Insurance Certificates For Workman's Comp And General Liability

_____ PLAN CHECK FEE, In The Amount Of \$50.00, Is Due At Time Of Submitting Applications.

